

## **SOFTWARE PROPERTY RIGHTS**

### **POLICY**

Software developed for the Indiana Association of Area Agencies on Aging (IAAAA) is solely the property of IAAAA. Therefore, revisions and updates to this software or accompanying materials (e.g. user manuals) must be approved in writing by IAAAA. Entities such as committees, member agencies, professional member units and outside entities or individuals are not authorized to change the items.

### **PROCEDURE**

1. Requests for changes are presented to the Chief Executive Officer of IAAAA
2. Revisions costing \$2000 or more or not within budget must be presented to the Board of Directors for approval
3. Revisions costing less than \$2000 and within budget may be approved or denied by the Chief Executive Officer of IAAAA
4. Revision requests accompanied by written authorization are sent to the software developer
5. Payment is only made for changes with prior written approval